



Sahuarita Unified School District No. 30

Sahuarita High School

Sahuarita Middle School

Sopori Elementary School

Sahuarita Primary School

Sahuarita Intermediate School

Regular Governing Board Meeting Minutes 6:30 p.m. – December 8, 2004 Pod B - District Auditorium 350 W. Sahuarita Rd., Sahuarita, AZ 85629

I. Call to Order and Pledge of Allegiance

President Anthony Bruno called the meeting to order at 6:30 PM. Also present were Board members Michael Lurkins, Elaine Hall, Martin McGee, Superintendent Dr. Jay C. St. John and Business Manager Charlotte Gates. There were 34 guests. The Pledge of Allegiance was observed.

II. Approval of Agenda

Dr. St. John recommended approval of the agenda as it was revised. Mr. McGee made the motion and was seconded by Mrs. Hall. The motion carried.

III. Approval of Minutes – November 10, 2004

Dr. St. John recommended approval of the minutes of the November 10, 2004 regular Governing Board Meeting as they were distributed. Mr. McGee made the motion and was seconded by Mrs. Hall. The motion carried.

IV. Approval and Ratification of Vouchers

Mrs. Gates recommended ratification of previously approved payroll Voucher 11 in the amount of \$470,315.22, new payroll Voucher 13 for the pay period ending December 17, 2004 in the amount not to exceed \$650,000.00 and new payroll Voucher 14 for the pay period ending December 31, 2004 in the amount not to exceed \$650,000.00. She further recommended approval of expense vouchers 6018 through 6021 in a total amount of \$572,940.35. Mr. Lurkins made the motion and was seconded by Mr. McGee. The motion carried.

V. Call to the Public

There were no items for Call to the Public

VI. Recognition of Staff, Students and Community - None

VII. New Business

A. Personnel – Discussion and Possible Action

Mary Northey, Director of Personnel, received memos from Dr. Barbara Smith and Larry McKee requesting additional staff. Mrs. Gates, Ms. Northey and Dr. St. John reviewed the requests feel that the district can fund 4 full-time equivalent positions in the classified area, increase the high school assistant principal's secretary from 219 to 261 days and a position for a part time Psychologist.

The two instructional aides are directly related to the special education program and that program continues to increase in numbers. The two custodial positions are being added due to the fact that those two buildings have doubled in size in the last three years

custodial staff has not been increased. The high school increase for the secretary to a year round position is a necessity due to the increase in enrollment.

1. Additional Staffing

- a. 1 FTE Instructional Aide III for Project Inspire
- b. 1 FTE Instructional Aide II for SMS
- c. 1 FTE Custodian at SPS
- d. 1 FTE Custodian at SIS/Administration Building
- e. Increase SHS Assistant Principal Secretary from 219 days to 261 days
- f. .2 FTE Psychologist

Dr. St. John recommended approval of the new positions. Mr. Lurkins made the motion and was seconded by Mr. McGee. The motion carried.

2. Support Staff Performance Pay Incentive Plan/Procedure

Mary Northey, Director of Personnel, provided information to the Board concerning a support staff pay incentive plan. During meet and confer last spring it was discussed with the classified staff the opportunity for a performance pay plan so that classified staff members can be rewarded for efforts above and beyond their regular duty. Dr. St. John recommended approval of the pay incentive plan. Mr. Bruno made the motion and was seconded by Mr. McGee. The motion carried.

B. Business – Discussion and Possible Action

1. Aramark Presentation – Alice Sanchez

Alice Sanchez from Aramark presented information to the Board regarding the Food & Nutrition Services, which included information on department operation revenues and expenditures.

2. Revision of 2004-2005 Budgets – **Attachment A & B**

Mrs. Gates stated when the budget was adopted some figures that were used are based on the prior years counts, such as student count. Due to the growth, adjustments are needed. This is the reason for the revision. Mrs. Gates presented the revised budget to the Board. Dr. St. John recommended approval of the revision. Mr. McGee made the motion and was seconded by Mrs. Hall. The motion carried.

3. Awarding of RFP 2005-5 Weed Control Services

A Request for Proposal was sent out for Weed Control Services. The district does not have anyone qualified on staff to do this job, which requires training and certification. The amount budgeted for the groundskeeper position that would fall under this category will be used to offset the cost of this service.

Mrs. Gates recommended award of the RFP to The Groundskeeper for the amount of \$6,750 for the initial cleanup and \$2,989 monthly to maintain the district grounds. Mrs. Hall made the motion and was seconded by Mr. Lurkins. The motion carried.

C. Governing Board – Discussion and Possible Action

1. Long Term Suspensions – SPED

After much discussion between Denise Bainton, the district's attorney, Dr. Barbara Smith, Special Services Director and Dr. St. John, they feel that the Board needs to discuss how they would like to approach long-term suspensions and expulsions for special education students. The federal law requires that special education student's change of placement have to be done by the Individual Educational Plan process or the IEP process rather than through the hearing process. Special Education students have to be educated until their 22nd birthday and so a school district is still responsible for educating those students in their handicapping areas.

Their recommendation to the Board was that the district no longer expel special education students, but adjust the long-term suspension so they understand the severity of their inappropriate behavior at school. This is not a change in policy, this is more of a change in practice and the Board needs to discuss that. Mr. Lurkins made the motion. No second, motion dies for lack of second.

VIII. Superintendent/Administrative Reports

Larry McKee – Several student clubs at the high school sponsored a Food Drive over the holiday. The drive was successful; they collected enough for 57 boxes.

The Speech Team is doing very well, seven students out of sixteen schools that competed at Blue Ridge High School in Pinetop.

Two students from the automotive club won the Arizona State Championships for Troubleshooting in Phoenix. Both students received about \$3000.00 in tools and were invited to compete nationally in New York City.

Upcoming dates: December 9th – Holiday Concert, December 17th – Reinstating the Hall of Fame and there will be both a girls and boys varsity basketball games, December 18 – Winter Ball at Rio Rico.

Kathy Shiba – Last night Mr. Harcourt's Story Tellers did an incredible job telling stories. They have learned a lot of folktales and are doing a great job. They have been to the primary school and will be going to Sopori soon.

The orchestra and choir have been touring the committee last couple of weeks. They will be at the White Elephant tomorrow to perform.

Next Thursday, December 16 will be the student showing of the music program. The 6th grade drama class will also have a play on this day. At 5:30 will be a spaghetti dinner to raise money for a competition. Friday, December 16th the 6th grade has an Ancient Civilization Bee. On Wednesday, December 22 the students will be attending a holiday dance. The middle school spelling bee will be on January 12 at 8:00 and an awards assembly at 10:15. All are invited.

Wayne Ross – There are 605 students at the intermediate school. Saturday, the intermediate school will be helping host the Desert Plains League Boys Basketball Tournament.

The winter holiday program will be next Tuesday, December 14 at 6:30. Wednesday at 8:30 will be the intermediate school spelling bee.

Barb Smith – The primary school is doing very well. They had a very successful food drive. They collected enough for nine food boxes for families. There was food left over to give to a family who lost their home during Thanksgiving. Thanks to Mr. Bruno for contributing.

Thanks to Mr. Harcourt the Kindergarten and 1st grade students enjoyed listening to the storytellers.

Thank you to Mr. Downs who was able to help coordinated “Shop with a Cop”. Ten very needy families were selected to have ten children shop with a cop. The children will be given \$100.00 a piece and taken to Park Mall to shop with a cop.

There will not be any Christmas programs this month. The music teacher was out on maternity leave until a week ago. They will be having spring programs instead.

The teachers from the primary school completed 6 hours of training in Dynamic Communicators of Basic Early Cursive Skills.

Dr. Smith thanked Mr. Bruno for his services to the school district as a Board member.

Charles Oldham – Sopori is doing well. Kevin Harcourt will be at Sopori on Monday with his storytellers. A group from Tucson will be at Sopori with their poetry project.

The student council helped the Amado Food Bank assembly over 400 food baskets.

Dr. St. John thanked the Green Valley News for the article regarding the Ad Hoc Committee that he was fortunate enough to chair. The group met to talk about how Towns and School Districts can work together regarding infrastructure & safety needs around school sites.

Student count is at 3096. It is up about 2% this semester.

The School Facilities Board has released the district’s building renewal funds. We are one of the few school districts that had their 5-year building renewal plans approved. Thank you to Daryl Rawson for completing that report.

Mr. Bruno reminded Dr. St. John that when the middle school was originally designed there was a possibility to expand the Science and Math building with an additional six-classroom addition between the existing 7th and 8th grade Science and Math wing and the Gym. He will be looking at to see if this would be appropriate to ask the School Facilities Board to do for us.

Mr. Oldham and Dr. St. John had the opportunity to meet with a group called the Metropolitan Pima Alliance. They were able to tour new developments in the area including Rancho Sahuarita and areas in the Vail district.

The Sahuarita Rotary Club brought shoes to Sopori School students and family members. The president of the club met with Dr. St. John last week to give the school 250-request forms to use for the main campus.

IX. Consent Agenda

The superintendent recommended approval of those items on the Consent Agenda as they were revised. Mr. McGee made the motion and was seconded by Mrs. Hall. The motion carried

A. Employment/Change of Status

1. Christina Gonzalez – L.I.N.K. Aide – Replacement – Ratification to 11/12/04

2. Norma Jean Jaeger – Instructional Aide III – Project Inspire – Replacement – Ratification to 11/16/04
3. Lou Rodriguez – SMS Music Teacher – SMS – Replacement – Ratification to 09/22/04
4. Jackie Park – Change in Status from Aide II to Attendance Clerk III – SHS – Replacement – Ratification to 11/18/04
5. Rebecca Diaz – Change in Status from Sub to Permanent Instructional Aide III – Project Inspire – Replacement – Ratification to 11/15/04

B. Resignations/Terminations/Separations

1. Tom Caise – Groundskeeper I – Resignation Effective 11/10/04
2. Eugenia A. Villegas – Attendance Clerk III – SHS – Resignation Effective 11/17/04
3. Patti Cummins – SHS PE Teacher – Resignation Effective 01/05/05
4. Amanda Ullery – SPS Teacher – Resignation Effective 01/05/05++

C. Approval of Extra Duty Addendums – NAU Grant – Darlene Hanna, Mary Jo Boyter, Michelle Askren, Debbie Hobbs, Barb Tingle, Emily Perez, Gloria Sierra, Steve Shoemaker, Jeanine Sparks, Geri Priest, Rekha Vettiyil, Anna Chamberlain, Chris Sanders, Kathy Sheldon, Jana Turner, Elise Hesser, Judy Kennedy Nanci Saksek, Mary Dailey, Desi Raulston, Audrey Reida, Nancy Burch, Sylvia Telles, Mike Schreiner, June St. John, Deborah Drake, Kevin Harcourt, Scott Boyter, Lauryl Fife, Joe Rieman, Joanne Wilson, Burton Tingle, Chris Fanning, Judy Cutler

D. Volunteers

1. Joyce Degenhart – SPS – Effective 12/08/04
2. Diana Grendahl – SPS – Effective 12/08/04
3. Sandy Iannotti – SPS – Effective 12/08/04
4. Judith V. Johnson – SPS – Effective 12/08/04
5. Jack Mann – SPS – Effective 12/08/04
6. Jan Mason – SPS – Effective 12/08/04
7. Lynn Mottoz – SPS – Effective 12/08/04
8. Ann Ostern – SPS – Effective 12/08/04
9. Bruce Ostern – SPS – Effective 12/08/04
10. George Ryder – SPS – Effective 12/08/04
11. Marilee Reid – SPS – Effective 12/08/04
12. Marcielle A Rogers – SPS – Effective 12/08/04
13. Ray Strother – SPS – Effective 12/08/04
14. Joan Sellman – SPS – Effective 12/08/04
15. Doris Irene Schneider – SPS – Effective 12/08/04
16. Lois Strother – SPS – Effective 12/08/04
17. Helen S. Tull – SPS – Effective 12/08/04
18. Sally G Varnado – SPS – Effective 12/08/04
19. Jane Wood – SPS – Effective 12/08/04
20. Bonnie Tregear – Sopori – Effective 12/08/04
21. Janice Stracke – Sopori – Effective 12/08/04
22. Penny Schmidt – SHS – Effective 12/08/04
23. Donna Page – Sopori – Effective 12/08/04
24. Caryn Lacount – Sopori – Effective 12/08/04
25. Mike Joudeh – SHS – Effective 12/08/04
26. Joann Herbst – Sopori – Effective 12/08/04
27. Teresa LC Waters – Sopori – Effective 12/08/04
28. Larry M. Wood – Sopori – Effective 12/08/04

E. Gifts & Donations

1. American Lung Association - \$1200.00 – SIS – 4th Grade trip to Grand Canyon
2. Country Fair White Elephant, Inc. - \$100.00 – SHS Art Department

F. Approval of CIMT Addendum for Judy Cutler

G. Student Out of State Travel/Overnight Travel

1. SHS Cheerleaders – National Cheerleading Competition - Dallas, TX Convention Center – December 26-30, 2005.

H. Student Fundraising Activities

1. SHS Concert Band – Italian Dinner on Campus – February 2004
2. SMS Music Department – Spaghetti Dinner on Campus – December 2004

I. Approval of Auditorium Community Technical Director Extra Duty Addendum for John Flannery+++

X. Board Communication

Mr. Lurkins commented on an article in the Green Valley News regarding the behavior of one of the high school teams. They congratulated the district on the conduct of the students. He thanked Mr. Bruno for his service on the Board and all he has done for the district and the state of Arizona.

Mr. McGee thanked Mr. Bruno for all he has done for the district in his position on the Board.

Mrs. Hall also thanked Mr. Bruno for everything he did while he was on the Board.

XI. Establish Next Board Meeting – January 12, 2004 – District Auditorium

XII. Executive Session

Mrs. Hall moved the Board enter executive session pursuant to A.R.S. 38-431.03.A.1 Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body and Pursuant to §A.R.S. 15-843 to hear the request several students in the Alternative Suspension Program to return to the mainstream classroom setting and to hear the possible appeal of the decision of the hearing officer in a long-term suspension hearing – Discussion and possible action. A roll call vote was taken with all members voting aye. The time was 7:29 PM. The Board returned to regular session at 8:12 and adjourned the meeting.

XIII. Adjournment

The meeting was adjourned at 8:14 PM. Mr. Lurkins made the motion and was seconded by Mr. McGee. The motion carried.

Respectfully,

Clerk of the Board

ATTACHMENT A

**SAHUARITA UNIFIED SCHOOL DISTRICT
2004/05 BUDGET LIMITATIONS
Revised December 8, 2004**

MAINTENANCE & OPERATION LIMITATIONS

BRCL (Base Revenue Control Limit):	8,751,659
Determined by such as the number of students, type of student, experience of teaching faculty, size and type of school district, and the state adopted base support level. FY02 budget includes Rapid Decline Adjustment and Loss of Tuition Adjustment.	
TRCL (Transportation Revenue Control Limit):	1,498,014
The TSL (Transportation Support Level) is determined by the number of miles eligible students were transported. The difference of the TSL for the prior year and the budget year is added to the prior year TRCL. This number becomes the budget year TRCL.	
RCL (Revenue Control Limit):	10,249,673
The BRCL plus the TRCL	
CORL (Capital Outlay Revenue Limit) Transferred to M & O:	0
The unweighted student count times the state adopted capital outlay base level, plus growth factor, and grades 9-12 textbook support level. May be added to General Budget Limit as district desires.	
Assistance for Education	0
Registered Warrants	0
RCL Additions:	
Growth Adjustment	1,353,475
Override Authorization	1,024,444
Tuition Revenue	500,000
Budget Balance Carry Forward from prior year	303,940
Excess Utilities	<u>319,556</u>
GENERAL BUDGET LIMIT	13,751,088

CAPITAL LIMITATIONS

SCA (Soft Capital Allocation):	538,291
The unweighted student count times the state adopted Soft Capital Allocation per student	
Budget Balance Carry Forward from prior year	<u>78,514</u>
Interest earned FY 03-04	1,082

SOFT CAPITAL BUDGET LIMIT		617,887
Unrestricted Capital Outlay Fund:		
Capital Outlay Revenue Limit	715,320	
The unweighted student count times the state adopted capital outlay base level, plus growth factor, and grades 9-12 textbook support level. May be added to General Budget Limit as district desires.		
CORL transferred to M & O	0	
		715,320
Tuition Revenue Capital		60,000
Interest Earned FY 03-04		1,070
Budget Balance Carry Forward from prior year		<u>209,365</u>
UNRESTRICTED CAPITAL BUDGET LIMIT		985,755
AMOUNT AVAILABLE FOR CAPITAL EXPENDITURES		1,524,046

ATTACHMENT B

Revised FY 2005 REVENUE CONTROL LIMIT AND GENERAL BUDGET LIMIT

	<u>Adopted 05</u>	<u>Dec. Revision</u>	<u>Inc/Dec.</u>	NOTES
Base Revenue Control Limit	8,746,424	8,751,659	5,235	
Transportation Revenue Control Limit	<u>1,498,014</u>	<u>1,498,014</u>	-	
Revenue Control Limit	10,244,438	10,249,673	5,235	
CORL moved to M & O	-	-	-	
Override	1,024,444	1,024,444		
Growth adjustment		1,353,475	1,353,475	
Tuition	450,000	500,000	50,000	Tuition estimate
Excess Utilities	401,936	319,556	(82,380)	
Carryforward from prior year Assistance for Education	407,019	303,940	(103,079)	Carryforward from FY04
Registered Warrants				

12,527,837 13,751,088 1,223,251

FY 2004/05 CAPITAL LIMITS

	<u>Adopted 05</u>	<u>Dec. Revision</u>	<u>Inc/Dec.</u>	
SOFT CAPITAL:				
Soft Capital Allocation	537,967	538,291	324	
Interest Earned Prior Year	385	1,082	697	
Soft Capital Budget Carry Forward	<u>58,734</u>	<u>78,514</u>	<u>19,780</u>	Carryforward from FY 2004
Soft Capital Budget Limit	597,086	617,887	20,801	
UNRESTRICTED CAPITAL:				
Capital Outlay Revenue Limit	714,461	715,320	859	
Tuition Revenue	50,000	60,000	10,000	FY 2005 estimated Tuition
Interest Earned Prior Year	313	1,070	757	
Carryforward from Prior Year	<u>121,390</u>	<u>209,365</u>	<u>87,975</u>	Carryforward to FY05
Unrestricted Capital Budget Limit	886,164	985,755	99,591	